



**BOARD OF SELECTMEN  
MEETING MINUTES  
December 7, 2022**

**Present:** Bob Hamilton, Chairman, Marybeth Quill, Vice Chair, and Karl Pruter, Selectman, Lori Rautiola, Town Administrator, Laurie May, Finance Director

Bob opened the meeting at 5:00 p.m. at the Town Office. Bob made a motion to enter into non-public session pursuant to RSA 01-A:3, II(a) and (b). Karl seconded the motion and the motion passed 3-0.

Bob re-opened the public meeting at 6:00 p.m. with the Pledge of Allegiance. Bob made a motion to seal the sessions of the non-public meeting pursuant to RSA: 91- A:3 II (a) as it could adversely affect the outcome. Marybeth seconded the motion and it passed 3-0.

**Selectmen's Announcements:** Bob congratulated the men's Franklin Pierce University soccer team on their NCAA national title. The meat raffle was a success and he thanked all the volunteers. The Rec Department Senior Dinner will be on December 8<sup>th</sup> and to contact the Rec Director Dan Bemis if interested.

Any other items before the Board: no new items were mentioned.

**Citizen's Forum:** Judy Unger Clark asked for clarification on the Planning Board's meeting the night prior, asking if the Dale Farm/Knight Road would be a through road. Bob stated that has not been determined and a site visit was scheduled for this reason. Karl noted per the Planning Board Approved plans, a barricade was to remain in place separating Dale Farm Road and Knight Lane to prevent cars from using it as a thru-way. Judy recalled the PB meetings from 2018 and suggested the road remain as is and not a through road since it is a Class VI road and there is already a large development on it. She requested the Select Board prevent the Class VI road access. She asked if any Board members have witnessed what was being dumped on that site and if the Town had any governance/overseeing and enforcing the issues after they have gone through the Planning Board. Bob noted the Town no longer has a Zoning Officer and nothing has been done at this point in time. Bob noted it was not approved to be a Town Road and boulders should be put back in place at the end of Dale Farm Road as stated on the Planning Board approval plans, adding the Selectmen have no authority over the Planning Board.

Judy recalled a previous warrant article in 2017 stating no road will be accepted without being presented to the voters on a warrant article. Bob noted there are four ways the town can accept the Road as a Class V road.

There was a brief discussion on the approval of roads. Roni Hamilton clarified it was in 2020 when road acceptance was on the warrant article. James Burger stated for the record, it was a disaster in the area off Dale Farm and recalled when he first moved to the area it was clean and peaceful.

Dan Whitney questioned if the Zoning Officer position had been filled. Tom Coneys also noted the area was a disaster and questioned if the plans were available at the Town Office. Bob stated they are available when the Planning Office is open. Tom stated they should be made available at all times when the Town Office is open and the Town needs to pay attention to these issues.

**Consent Agenda:** Approval of Payroll & Accounts payable 12/08/22

Marybeth made a motion to accept the Consent Agenda as written. Karl seconded the motion and it passed 3-0.

**Old Business:**

Assessing RFP Update: Lori reported the Town had not received any bids on the posting of the RFP, adding she would be contacting MRI to see what they can do for the Town on a temporary basis. There was a discussion on the current state of the Towns Assessing Department.

Budget Updates: Laurie May stated the default budget was almost complete. Lori added last year's numbers have been added and she was waiting for some clarification from the NH Municipal Association on what can be added to the default budget. Phil Motta stated the Budget Advisory Committee (BAC) would like the Town Clerk to get the "ClerkWorks" software she is requesting. Lori noted it will be included in the final budget. There was a brief discussion on whether or not the (BAC) could obtain the final Department Head requested numbers (with wages) and the Default budget ready by next Wednesday. Dan Whitney, BAC member commented he does not want staff rushing to get the numbers in and would rather wait to get the final numbers. Phil Motta stated the Committee can still make a recommendation based on what has been presented.

Welfare Dept. - allowable levels of general assistance. Bob made a motion to accept the allowable levels for general assistance as presented by the Welfare Director, Mary Drew. Karl seconded the motion and it passed 3-0.

ARPA: There was a brief discussion on the hours of payout for the unused vacation time for First Responders from March 1, 2020, through July 1, 2022. The Finance Director and Department Heads were in agreement on the number of hours owed to pay out. Karl made a motion to request to pay unused vacation time to the first responders who could not use their hours due to the Covid pandemic totaling \$19,963.83 for the three employees. Marybeth seconded the motion and it passed 3-0.

**New Business:**

**Informational Items/Communications/Updates:** Karl mentioned he attended the School Board Meeting on December 6<sup>th</sup>, reporting the tax contribution is going down slightly but there were

changes being proposed for increases which included adding two new administrators. Suggestions were made to the Board to decrease the school budget.

Bob gave an update from the Planning Board. (See PB minutes from Dec. 6 meeting)

**Any other official business to come before the Board:** Karl noted next week's BOS and Budget Advisory Committee meeting was TBD.

The Meeting adjourned at 7:31 p.m.

Respectfully submitted,

Lori Rautiola  
Town Administrator